Now you’ve done it!
You have picked up one of the most interesting catalogs in the area. As you look through the classes, you have to decide how many classes you want to take. Difficult choices! Picture yourself taking a computer class, online course, learning about finances, or taking ballroom dancing. This catalog has something for everyone.

Classes close out fast, so register today by calling us at 716-286-8181 or visiting our web site at www.niagara.edu/ce.

You can also enroll in one of our 30+ undergraduate and graduate degrees, minors and certificates. If you are interested in learning more about day, evening and weekend credit courses, please visit. www.niagara.edu/admissions or call 716-286-8700.

What people are saying about our Continuing Education classes…

“The materials were great and the staff very friendly. I would come to Niagara University again and recommend it to my peers.” - Maura D.

“This was the best workshop I have attended in my career. This was a great experience for me.” - Jim S.

“Opens the mind to information that you wouldn’t ordinarily learn any place else.” - Shirley K.

“I learned to see things from a different set of lenses.” - Michael D.

“The best part was what the presenter brought to the class with his knowledge.” - Donna L.

Did you know?

• Continuing Education coordinated over 6500 registrations and offered over 250 classes this past year.

• Continuing Education coordinates and hosts conferences for groups, such as the Buffalo Sabres and high school Advanced Placement teachers.

• You can earn your undergraduate and master’s degrees in just five years with our combined programs in accounting (BBA/MBA), criminal justice (BS/MS), and commerce (BS/MBA).

• Registered nurses (RNs) seeking to complete their Bachelor of Science in Nursing (BSN) may apply for Niagara’s nursing completion program.

Continuing Education
716-286-8181
www.niagara.edu/ce

New certificates and courses in

• Online Classes
• Paralegal
• Photoshop and Facebook
Origami for Beginners
Have you ever wanted to learn the ancient art of paper folding? Learn the basic origami folds and bases to create everything from animals to geometric solids. Create sculptures from a simple sheet of paper. This great hobby has no bounds.
Instructor: Bill Price, origami enthusiast
Tue, Oct 12
6-8 pm
$14
Dunleavy Hall

“After Hours” Oil Painting
(for students 16 years of age and older)
If you are interested in oil painting but have a busy schedule, then this class is for you! An evening class will enable you to relax and unwind while expanding your creativity. Beginning and advanced students will easily learn fundamentals and techniques of oil painting and how to use the materials. Supplies are available for purchase in the studio.
Instructor: Ruth L. Thomas, oil and drawing artist
Thu, Sep 16-Nov 4
(8 sessions)
7-9:30 pm
$89
Niagara Arts & Cultural Center, Room 116
1201 Pine Avenue, Niagara Falls

Beginning and Advanced Oil Painting Workshop
Create beautiful works of art in the popular art of oil painting. Designed so you can easily learn fundamentals and techniques of oil painting, as well as how to use its materials. This step-by-step course provides individual critiques of the students’ oil work. Supplies are available for purchase in the studio. Special skills needed: a willingness to learn and be creative.
Instructor: Ruth L. Thomas, oil and drawing artist
Choose Tuesday or Wednesday mornings.
Sep 14-Nov 3
(8 sessions)
10 am-12:30 pm
$89
Niagara Arts & Cultural Center, Room 116
1201 Pine Avenue, Niagara Falls

Crochet
It’s a wonderful thing and back in style. A great intro class that allows you to learn and create a legacy with your family. All you need for the first class is a K hook and 4ply yarn. Usually less than $6 at any craft store. Sign up today and bring your friends. Ages 16 or older. Anyone younger must sign up with an adult.
Instructor: Diana Reneau, crochet expert
Wed, Sep 22-Oct 13
(4 sessions)
6-8pm
$19
Dunleavy Hall

Calligraphy for Everyone
Calligraphy means beautiful writing. Discover the style that is a delight to the eye and an inspiration to the spirit. Using the popular Chancery Cursive style, master the forms and stroking sequence of each letter. Calligraphy is a fun hobby, a great business, and a creative art. Review techniques and layout ideas. Everyone will complete a project suitable for framing. Discuss supplies at the first class as well as ways to save money.
Instructor: DeSales Kellick, over 20 years of calligraphy experience
Mon, Sep 20-Nov 8
(8 sessions)
7-9 pm
$69
Dunleavy Hall

Stained Glass for Beginners
Make beautiful stained glass while learning the lead came and copper foil methods. Develop basic glass-cutting skills, how to solder foil seams, cement stained glass panels, utilize correct safety procedures and tools. It’s time to stop admiring and start creating!
Instructor: Robert Muelbauer, craft specialist
Sat, Sep 18-Oct 16
(5 sessions)
9-11:30 am
$195 (includes supplies and safety glasses)
Dunleavy Hall

Intermediate Stained Glass
Master and enhance your glass cutting skills, cementing, and soldering techniques while creating your own masterpiece! Learn methods of constructing glass boxes and lamps. Become an expert in this hands on class.
Instructor: Robert Muelbauer, craft specialist
Sat, Oct 23-Nov 20
(5 sessions)
9-11:30 am
$195 (includes supplies and safety goggles)
Dunleavy Hall

call to register 716.286.8181
Arts and Crafts

Adult Pottery Class
Over the period of 8 weeks, instructor Casey Thomas leads an exploration of clay vessels and kiln firing. Be introduced to the pottery wheel and have the opportunity to explore its possibilities. Form, function, and personal aesthetic will be a focus as students partake in the physical process of wheel-thrown pottery. Advanced students are given guidance as they pursue their own direction of interest. Firing techniques include low-fire & high-fire electric with functional and non-functional glazes and underglazes, pit fire weather permitting. Class also includes 1 Saturday Raku workshop (date to be announced). 
Instructor: Casey Thomas, craft expert

Choose Tue or Wed evening
7-9:30pm
Session I: Sep 14-Oct 27
Session II: Nov 2-Dec 16
(8 classes)
$195 includes: *1 New pack of clay tools & water bucket *Clay*Glazes *Electricity and fuel for firing, Niagara Arts & Cultural Center, Room 138
1201 Pine Avenue, Niagara Falls

Rubber Stamping “Hauntingly Wonderful” Halloween Card Making
How many “ooo’s” can you get from your cards that say “BUMP in the night!”? Learn glittering and collage stamping skills. Papers with an ‘eerie’ theme will be used, as well as an assortment of charms and fibers.
Instructor: Anita Muzzi, craft specialist
*Ages 12 and up with adult as a fellow student
Tue, Oct 5
6-8 pm
$12
Supply fee $10 payable to instructor night of class
Dunleavy Hall

Rubber Stamping: Victorian Christmas Cards
Make and embellish a series of vintage Victorian-style Christmas cards with beautiful inks, fibers, charms, and specialty paper. Designed for the beginner on up. Featuring demonstrations on embossing and glittering. Learn skills to make your own unique cards to give as gifts. These versatile cards can be used for tea parties, thank you notes, invitations, and more.
Instructor: Anita Muzzi, craft specialist
*Ages 12 and up with adult as a fellow student
Wed, Dec 8
6-8 pm
$12
Supply fee $12 payable to instructor night of class
Dunleavy Hall

New Lighten Up
Join us for a creative, productive, enlightening experience. Two sessions will take you from choice selection to completion of a unique accent light to enhance your home for the holidays or to give as a special gift. Materials include student choice of one glass block and a set of mini lights. Additional supplies will be required by students and will be discussed at the first session.
Instructors: Diane Woodcock and Lorelei Luther, craft enthusiasts
Wed, Oct 13-20
(2 sessions)
6-8 pm
$39 includes listed materials
Dunleavy Hall

Paper Husking-Holiday Snowflakes
Gather your friends and join us in a fun night out learning the art of paper husking. You will learn a craft that was fashionable in the 18th century as a craft for fine ladies! Husking is a craft where you design lace-like projects with little effort. You will learn how to wrap small strips of paper on a husking board to create beautiful paper lace snowflakes. Great for holiday gift giving. No ‘crafty’ skills needed, just a desire to learn! Your class fee includes a free husking card for you to keep.
Instructor Anita Muzzi, owner of Quilling by Anita
*Ages 16 and up with adult as a fellow student
Tue, Nov 16
6-8 pm
$12
Supply fee $12 payable to instructor night of class
Dunleavy Hall

Wire Wrapped Jewelry Making
Become a wire wrapping artist in just three classes! Learn the history of wire types, gauges, and techniques as well as using the tools necessary to wire wrap. Create and take home your unique wire wrapped cabachon pendant as well as a 4 piece tool set. Friends will be asking where you got your beautiful jewelry.
Instructor: John Caputo, artisan
Tue, Sep 21-Oct 5
(3 sessions)
7-9 pm
$79 (includes all materials)
Dunleavy Hall

learn more at www.niagara.edu/ce
Accounting for the Home or Career
Did you know the average salary of secretarial accountants in Buffalo is $31,000? Learn principles of the accounting cycle, terminology, general ledger and financial statements. Don’t be confused by worksheets, adjusting entries or any other term that has always puzzled you. No experience needed in accounting to get your career moving.

Instructor: Dominick M. Oliver, experienced community education instructor.

Tue, Sep 14-Nov 2
(8 sessions)
6:30-8:30 pm
$79

Dunleavy Hall

Interviewing Techniques
Preparing for a job interview can be stressful, and the results disastrous if you are not prepared. Sit down with an experienced manager and learn more about what characteristics employers look for in a prospective employee. Intended for anyone just entering the workforce or planning to make a career change.

Instructor: William Leggiero, professional manager

Sat, Sep 11
10-11:30 am
$24

Dunleavy Hall

Investing Safely-Sleeping Soundly
Do you want to invest money while minimizing the risk? Learn how to invest your money to reach long term financial goals, such as paying for your children’s college or retirement, while reducing the effect of stock market fluctuations. Conquer investing basics, such as how a mutual fund or Exchange Traded Fund works, and how to use tax deferred plans such as 401(k) or IRA’s. Discover how to decide between stocks, bonds and money market investments, how to evaluate performance, and how to use low cost index funds to carry out your investment plan.

Instructor: Ed Hutton, Director of the Niagara University Financial Services Laboratory and is a Chartered Financial Analyst (CFA)

Tue, Oct 5-26
(4 sessions)
6-8 pm
$49

Bisgrove Hall, Financial Services Lab

Here Comes the Sun! Using Solar Power
How do you get a 30% tax credit? Your house or business can use Solar Power Systems and this course will give you the basics. Taught by an expert in the field, you will learn about the principals of getting started and why Buffalo is a good climate for solar power. Federal and State rebates will be discussed as well as ways to GO GREEN.

Instructor: Deborah Zarbo, solar systems engineer

Wed, Oct 6-20
(3 sessions)
6:30 -8:30 pm
$19

Dunleavy Hall

Business & Computers

Interviewing Techniques
Preparing for a job interview can be stressful, and the results disastrous if you are not prepared. Sit down with an experienced manager and learn more about what characteristics employers look for in a prospective employee. Intended for anyone just entering the workforce or planning to make a career change.

Instructor: William Leggiero, professional manager

Sat, Sep 11
10-11:30 am
$24

Dunleavy Hall

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Do you want to invest money while minimizing the risk? Learn how to invest your money to reach long term financial goals, such as paying for your children’s college or retirement, while reducing the effect of stock market fluctuations. Conquer investing basics, such as how a mutual fund or Exchange Traded Fund works, and how to use tax deferred plans such as 401(k) or IRA’s. Discover how to decide between stocks, bonds and money market investments, how to evaluate performance, and how to use low cost index funds to carry out your investment plan.

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6-8 pm
$49

Bisgrove Hall, Financial Services Lab
Notary Public Preparation Class
Prepare for the NYS Notary Public examination using actual case studies and material that will familiarize you with notarial documents and test-taking skills. Enhance your resume and productivity for your business or employer as a Notary Public. A must class that has limited enrollment!
Instructor: Cynthia Coney-Trowman, NYS Notary
Sat, Oct 23
9 am-noon
$39
Dunleavy Hall

Microsoft Office 2007 Certificate
Take all 5 classes or sign up for the class you need. Advance your career and use all the knowledge you gain in these classes to utilize your computer to its fullest. Learn all the latest tips and tricks and get all your questions answered. Register for all five classes for only $220 and save money (a $25 savings!)
Instructor: Gordon Slipko Jr., computer expert
Sat, Oct 16-Nov 13
(5 sessions)
9am-noon
$220
Dunleavy Hall, room 131

* Windows: Maximizing your computer
Learn tips and tricks that will save you thousands of hours. Experienced users will discover how to run several programs simultaneously, share information and maximize desktops. A must for all computer users! You will be using menus, folders, and dialog boxes to their fullest potential.
Sat, Oct 16
$49

* Word: An Introduction
Create, delete, move, cut, copy, paste and produce amazing documents in minutes. Properly learn how to handle multiple pages a or a single document that will look professional. Also, learn some creative tips for adding graphics during hands-on exercises. Feel free to bring sample documents to class that you want to make better.
Sat, Oct 23
$49

* Excel I: Tips, Tricks and Basics
Learn shortcuts and tricks for setting up fully formatted worksheets with ease. Discover secrets behind writing powerful formulas, using functions, and analyzing data. Create custom charts. Topics will be addressed according to student interest and ability.
Sat, Oct 30
$49

* Excel II: Advanced
Get more tips, tricks and learn what else you can do in this advanced class. Review calculations and built-in functions, and then learn to create more complex formulas. Link data between spreadsheets, pivot tables or charts and properly print advanced spreadsheets. Excel I is not required, but all students should have basic Excel knowledge.
Sat, Nov 6
$49

* PowerPoint: Presenting the best
Create powerful presentations and slide shows to enhance your marketing and sales efforts. Learn how to develop an outline and pick a look for your slide show. Add or rearrange your slides; format text; preview, run, and print your handouts for your best presentation. Everyone needs to know this program!
Sat, Nov 13
$49

The Business of Charity Conference
October 15, 2010 • 9 am - 4 pm, St. Vincent’s Hall
$75 per person Discounts available for groups from the same agency—call (716) 286-8181
Conference in observance of the 350th anniversary of the deaths of Saints Vincent de Paul and Louise de Marillac, two early providers of social services to the poor and who also are the patrons of Niagara.
Professional workshops for those who lead and manage nonprofit human service agencies. Topics include: financial management skills, developments in relevant information technologies, grant-seeking from both government and corporate sectors, effective handling of volunteers, collaboration with educational and civic institutions, office management, and others.

learn more at www.niagara.edu/ce
LinkedIn for Professionals & Business
LinkedIn is often referred to as the “professional social network.” It’s one of the easiest ways to begin using social media for business networking and offers some unique opportunities to connect with other professionals online. Learn how to set up and maintain your online “resume,” build your virtual rolodex, and make “3 degrees of separation” connections to grow your business. Also covered will be Groups, Events, and Company Profiles. This course will benefit not only working professionals and business owners but also active job seekers.
Instructor: Karen Renzi, marketing expert
Wed, Oct 13
6:30-8:30 pm
$49
Dunleavy Hall

NEW SEO: What Really Matters for Website Optimization
The term SEO (Search Engine Optimization) is tossed around a lot in online marketing, often in unsolicited sales pitches received via email. But what REALLY matters for optimizing your website? This course will explain the basics of website and search engine optimization, including the most important places to focus your efforts and the red flags to avoid.
Instructor: Karen Renzi, marketing expert
Wed, Oct 27
6:30-8:30 pm
$49
Dunleavy Hall

Photoshop Essential Skill
Are you looking to get into graphic design, transition to digital photography or learn the essential skills for this industry-standard program? Learn Photoshop by completing a series of real world projects which include learning digital imaging basics; preparing images for print or the web; fixing imperfections; compositing multiple images using layers; working with Camera RAW and so much more. A great class for anyone interested in working on photos. Ideal for designers, photographers, marketers and anyone pursuing a career in graphic design. Training is in a Mac lab. No prior experience with Photoshop is needed, but student should be experienced with basic computers and software programs.
Instructor: Donald Trainor, computer expert
Sat, Oct 16-Nov 20
(6 sessions)
9am-noon
$295
Dunleavy Hall

Computers for Absolute Beginners
Take the mystery out of computers and feel comfortable using one. A great hands-on class lets you sit in front of a computer and learn about hardware, software, memory and basic Windows operations. Don’t let the computer world “surf” by you. Sign up today!
Instructor: Chester Barosky, technology trainer
Sat, Sep 18-Oct 2
(3 sessions)
10 am-noon
$59
Dunleavy Hall

check it out at
niagara.edu/mba
Master of Business Administration

“Put your career on the fast track!” Check out Niagara University’s AACSB accredited MBA program at niagara.edu/mba.
Experience the quality of a full time MBA with flexibility and convenience of Saturday and evening classes.
It’s unbeatable – and you can finish your degree in as little as 16 months. So don’t put your career on hold, apply now!
Check out our new Health Care Administration classes.
Call 1.800.462.2111 or apply today at niagara.edu/mba.
Email: mba@niagara.edu

Niagara University
Education That Makes a Difference
Niagara University, NY 14109-2011

call to register 716.286.8181
Facebook for Business
Facebook now has more than 500 million members--chances are that your clients are among them! This two-part hands-on course will help you decide if you need to be on Facebook for your business and how to safely and effectively market your business there.

**Part 1: Facebook Basics & Your Personal Profile** - This session will introduce Facebook and walk you through setting up or modify the settings for your personal profile. We'll go over privacy settings, how to manage friend lists, and ways you can use Facebook to network online for business.

**Part 2: Facebook Business Pages & Strategy** - The best way to establish a presence for your “business” online is through an official Page. This session will walk you through the basics setting up an official page on Facebook, introduce some of the applications you may wish to add on, and go over some strategies for using the page to build your business profile online.

*Instructor: Karen Renzi, marketing expert*

**Wed, Nov 10 & 24**
6:30-8:30 pm
$69
Dunleavy Hall

Facebook Frenzy
You hear about it everywhere! What is it? How do you find friends, relatives, companies, celebrities, products, etc? What is a “notification”? What is an “application”? Why would I want to “poke” someone? Spend four hours getting to know the ins and outs of Facebook. Learn how to reconnect with classmates, set up a page for your reunion, create your own page to advertise your business, join a group that loves the same music as you, and create a space for all your family to put their photos and updates. Pre-requisite: must have an email account.

*Instructor: Sandra Davis, computer trainer*

**Thu, Oct 21-28**
(2 sessions)
7:15-9:15 pm
$39
Dunleavy Hall

Internet for Everyone
Wish you could find the answer to every question? Wondering what everyone is talking about when they mention “twitter”? Want to connect to old friends, but don’t know how? Learn the key features of the Internet- Ask, YouTube, Ebay, FaceBook, Twitter, Wikepedia, Flickr, Google, and more. Discover the power of the internet. It’s more than just for Email.

*Instructor: Sandra Davis, computer trainer*

**Thu, Oct 7-14**
(2 sessions)
7:15-9:15 pm
$29
Dunleavy Hall

**NEW**

SERVING THOSE WHO SERVED

The new Post 9/11 GI Bill and Yellow Ribbon Program make Niagara University as affordable as any school in the country.

**Why Niagara?**
- Academic credit for military service.
- Highest accreditation in undergraduate and graduate degrees.
- More than 50 majors and academic programs.
- Small class sizes, caring campus community.
- Among the US News and World Report’s best colleges and universities in the Northeast.
- The ability to take what you learn and apply it to real-world settings.
- Named to the President’s Higher Education Community Service Honor Roll with Distinction.
- Over 150 years of excellence in higher education and serving those who served.

**Call 1-800-462-2111**
Visit us on the Web at www.niagara.edu/veterans or e-mail veterans@niagara.edu

learn more at www.niagara.edu/ce
Health Requirements for EMS Students:
All EMT students prior to clinical rotation (hospital or ambulance) must supply a physician statement indicating that they are free from health impairments, which may pose a risk or interfere with their duties. Each student is also required to provide proof of PPD (mantoux) skin test within one year, Td (Tetanus – diphtheria) booster within ten years and proof of immunity against measles (Rubella) and German measles (Rubeola).

Attendance and Textbooks: Attendance is mandatory at all sessions. Students are required to purchase textbooks which are available at the University Bookstore.

Basic EMT Original
Get introduced to basic life support knowledge, skills and concepts as recognized by the New York State Department of Health. Upon successful completion of the course and a state practical skills examination, the student will be allowed to sit for the NYSDOH written certification examination. Course content includes the legal aspects of emergency care, medical and trauma assessment, blood-borne pathogens and universal precautions, airway management and adjunct usage pharmacology and emergency medication administration, CPR and Automatic External Defibrillation, hemorrhage control, spinal immobilization, fracture management, hazardous materials awareness, childbirth, weapons of mass destruction awareness, and environmental and medical emergencies. Students successfully completing the course will be issued certificates by Niagara University and the American Heart Association for their CPR and AED certification cards.

Tue & Thu, beginning Aug 26
6:30-9:30 pm
$700. Free for students eligible for funding*
Dunleavy Hall, room 103

Paralegal Certificate Course
Intensive, nationally acclaimed program designed for beginning as well as advanced legal workers. Be trained to interview witnesses, investigate complex fact patterns, research the law, and assist in preparing cases for courtroom litigation. The practice-oriented instruction relates to areas of law in which paralegals are most in demand. Students will be expected to complete a significant amount of homework for each session. You will increase your office’s efficiency, productivity, and billable hours, as well as learn new marketable job skills. Graduates will be awarded a Certificate of completion after passing six quizzes and completing five legal document writing assignments.

Tue, Thu, Sat
Oct 26-Dec 18
Tue & Thu: 6-9:30pm Sat, 9am-5pm
$1,189 (does not include books)
Dunleavy Hall
Books: Must be ordered through the Center for Legal Studies at 1-800-522-7737

Become a teacher and have some fun
We are always looking for new courses and instructors!
Call us today at 716-286-8181
or email ce@niagara.edu
Emergency Management Services

Basic EMT-D Refresher/Challenge
A training program designed to be adaptable to the needs of the recertifying basic EMT-D whose certification has not expired or the basic EMT whose certification has lapsed. Each student is required to complete a challenge exam, after which the student’s performance is reviewed and an individual needs program is developed. Upon successful completion of the course and a state practical skills examination, the student will be allowed to sit for the NYSDOH written certification examination. This course challenges as well as prepares the basic EMT to recertify. It presents a general overview of the Basic EMT Original curriculum while bringing the student up-to-date with recent NYS standards and protocols.
Tue & Thu beginning Aug 26
6:30-9:30 pm
$350
Dunleavy Hall, room 103

Challenge Examination
Thu Aug 26
$350 Free for students eligible for funding*
*Eligibility is based upon NYSDOH guidelines

For EMS courses, please call Continuing Education at 716-286-8181 or John Malinchock at 716-297-2446 for the monthly schedule and fees, information about scheduling a class on an individual basis, or for information about having our programs come to your location. These programs meet the requirements of the NYSDOH. Students who complete will be issued a course completion certificate acceptable as verification of the core component portion of the pilot program.

American Heart Association
Pediatric Advanced Life Support (PALS)
PALS is designed for pediatricians, emergency physicians, family physicians, physician assistants, nurses, nurse practitioners, paramedics, critical care (cc’s), respiratory therapists, and other healthcare providers who initiate and direct advanced life support in pediatric emergencies.
The goal of the of Pediatric Advanced Life Support course is to aid the pediatric healthcare provider in developing the knowledge and skills necessary to efficiently and effectively manage critically ill infants and children, resulting in improved outcomes. Skills taught include recognition and treatment of infants and children at risk for cardiopulmonary arrest, the systematic approach to pediatric assessment, effective respiratory management, defibrillation and synchronized cardioversion, intraosseous access and fluid bolus administration, and effective resuscitation team dynamics.
PALS emphasize the importance of basic life support CPR to patient survival; the integration of effective basic life support with advanced pediatric life support interventions. Students engage in simulated clinical scenarios that encourage active, hands-on participation through learning stations where students will practice essential skills individually, as part of a team, and as team leader

Instructors: Rural/Metro Medical Services. Comprised of physicians, PAs, NP’s, RN’s and paramedics.
Sat & Sun, Oct 16-17
8:30 am-4:30 pm
$145 includes books and materials
Dunleavy Hall

NEW - Training wheels for the Entrepreneur (learn from the experts!)
Everything you wanted to know about starting a business but you didn’t know who, or what to ask
Wed, 12 sessions
Sept. 29 - Dec. 15 (Field trips or alternate meeting sites may be announced)
6:30 – 9pm
$ 695

Instructor: Craig E. Avery co-founded Waste Technology Services, Inc in 1982. His contacts and relationships throughout the community provide depth and value for this course.
Be your own boss and start a business! Turn your business idea into reality. Learn the concepts, procedures, and technical requirements to start and run your own business. Each class covers new material to build your confidence and your dream. Field trips to businesses pertinent to the class’s interest are arranged. Networking with the community’s business resources is the key to the success of this program. Welcome to the club.

Learn from some of the experts in the area such as:
- Harold Hibbard, President
- Gary Smith, Vice President
- Anthony Eugeni, Partner
- John Hutchins, President
- Robert Travis, Partner
Metro Environmental
Modern Disposal Services
Damon and Morey Law
Hutch Enterprises
Chiampo, Travis, Besaw, and Kersher, CPAs

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Learning & Leisure

**Beginner Ballroom Dancing**
Don’t be a wallflower at your next dance, wedding, or party! If you’ve always wanted to learn how to ballroom dance, this is the right place for you. Learn to dance for fun and fitness! This course on social dancing will get you on the dance floor in no time as you learn your smooth and Latin dances.

*Instructor: Joevene Viola, dance teacher*
*Thu, Sep 16-Dec 9 (excl 10/21 & 11/25)*
*(10 sessions)*
*7-8 pm*
*$79 per person*
*Under the Taps*

**Intermediate Ballroom Dancing**
A continuation of Beginner Ballroom Dancing, offering more advanced steps with added patterns and styling. Learn both ballroom smooth and Latin dance steps with emphasis on floor craft and technique. Make your social dancing more interesting and lots of fun.

*Instructor: Joevene Viola, dance teacher*
*Thu, Sep 16-Dec 9 (excl 10/21 & 11/25)*
*(10 sessions)*
*8-9 pm*
*$79 per person*
*Under the Taps*

**Guitar for Everyone**
Don’t say to yourself “I wish I could play guitar like that,” because now, you can. Take this simple, easy-to-learn program from one of the best guitarists in the area and start playing. Students should bring a basic classical guitar to this group lesson class. Start today and soon you’ll be playing the way you’ve always wanted to.

*Instructor: Jamie Holka, third place, North American Rock Guitar Competition. [www.jamieholka.com](http://www.jamieholka.com)*
*Thu, Sep 30-Nov 18 (8 sessions)*
*6:30-8:30 pm*
*$99*
*Dunleavy Hall*

**That JAZZ is so Cool**
If you have experience playing guitar, now get into the real cool stuff by learning JAZZ. Students will learn from one of the best in the area and will gain knowledge of great jazz concepts (comping, soloing, walking bass lines, and chord melody). A basic understanding of chords and scales is required for this class. Don’t let this class pass you by because .... That JAZZ is so Cool.

*Instructor: Jamie Holka [www.jamieholka.com](http://www.jamieholka.com)*
*Mon, Sep 27-Nov 15 (8 sessions)*
*6:30-8:30 pm*
*$99*
*Dunleavy Hall*

“Want to create your own advanced degree?” Then check out Interdisciplinary Studies at [niagara.edu/graduate](http://niagara.edu/graduate).

You can design a program around a topic that interests you, work one on one with faculty, even transfer previous graduate courses — all while you’re advancing your career.

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**Master of Arts-Interdisciplinary Studies**

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**call to register 716.286.8181**
Stop the Chaos-Get Organized!
Organize your home, office, and your life! If you feel that you had to be born with the “organizing gene” in order to be organized, you’ll be happy to know that is a myth. Are you feeling overwhelmed? Not sure how or where to start? Gain some insight as to why we hold on to things, the cost of disorganization, and the benefits of being organized. Learn how to improve paper flow, set up an easy filing system, and better manage time. We’ll cover some general tips and ways to ensure that your organizing project is a success.
Instructor: Laura Hojnacki, professional organizer
Sat, Sep 25
8am-1pm
$29
Dunleavy Hall

The Best Kept Secrets of How to Become a Clown ~ Part I
Come one, come all and become a clown. Hands-on, interactive class will have you on your way to becoming a great clown. Get introduced to the art of clowning by exploring the different types of clowns. Discover your own clown persona, and receive helpful hints on putting together a fascinating costume. Bonus: learn how to make balloon animals, basic magic tricks, plate spinning and juggling.
Instructor: Bev Eiler, “Rainbow”
Wed, Sep 22-Oct 20
(5 sessions)
6:30-8:30 pm
$49
Dunleavy Hall

American Sign Language
Discover a new language and expand your communication with others. Today, signing is a growing language, and is seen more and more in the media. An introduction to basic sign language communication emphasizing basic level signs, words and phrases, finger spelling, grammatical sign principles, and cultural information. You will love this class.
Instructor: Kathy DuBois, experienced sign language instructor
Sat, Oct 2-Nov 20
(8 sessions)
9-11 am
$59
Dunleavy Hall

The Best Kept Secrets of How to Become a Clown ~ Part II
Designed as a continuation of Best Kept Secrets, Part I, or for clowns who would like to expand their knowledge and skills. Continue with balloon animals, magic tricks, juggling, puppetry, storytelling, skits and performing at birthday parties. Students continue to learn skills enabling them to become a great clown. At the end of this session, all clowns will participate in a graduation ceremony, enabling them to show off their skills.
Instructor: Bev Eiler, “Rainbow”
Wed, Oct 27-Dec 1
(5 sessions)
6:30-8:30 pm
$49
Dunleavy Hall

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Wilton Method Cake Decorating Courses: 

Decorating Basics

Let the fun begin as you learn the fundamentals of decorating amazing party cakes, cupcakes and cookies! Discover creating impressive decorations such as drop flowers, stars, rosettes, shell borders, pompom flowers, shaggy mum and leaves. The Wilton Method Decorating Basics Course is the perfect place to start learning the art of cake decorating! Registration Fee does not include class materials. Class materials may be purchased from regional craft chains.

*Instructor: Kelly Rutkowski, Wilton Method Instructor
*Wed, Sep 29-Oct 20
*(4 sessions)
*6-8 pm
*$45 (plus materials*)
*St. Vincent's Hall, room 207

Flowers and Cake Design

Learn how to create spectacular floral cakes! Work with fondant, gumpaste, and royal icing as you learn the essentials of making flowers such as the pansy, rose, apple blossom, primrose, daffodil, violet, lily and rosebud. Create dramatic designs using the reverse shell and basket weave. Get ready to impress your family and friends with what you can do! Registration Fee does not include class materials. Class materials may be purchased from regional craft chains.

*Instructor: Kelly Rutkowski, Wilton Method Instructor
*Wed, Oct 27-Nov 17
*(4 sessions)
*6-8 pm
*$45 (plus materials*)
*St. Vincent's Hall, room 207

Gumpaste and Fondant

Learn how to create incredible decorations using gum paste and fondant. You’ll use basic shaping techniques to create flowers such as mums, carnations, roses, calla lily, and daisies. Add to your breath taking designs by adding an eyelet and ruffle border. The possibilities are endless! Registration Fee does not include class materials. Class materials may be purchased from regional craft chains.

*Instructor: Kelly Rutkowski, Wilton Method Instructor
*Wed, Dec 1-22
*(4 sessions)
*6-8pm
*$45 (plus materials*)
*St. Vincent's Hall, room 207

Signing with your Baby

Ever wish you knew your babies needs before they broke out into screams? They break into tears because they have no other way to communicate with you. Verbal language skills develop later than ability to use gestures. We all know that babies wave bye-bye long before they say it. Learn American Sign Language skills and simple gestures that you can teach your hearing-abled baby as young as 7 months. Flashcards and songs will help make this class fun as well as informative.

*Instructor: Sandra Davis, experienced signing instructor
*Sat, Sep 18-Oct 9
*(4 sessions)
*9-10:30 am
*$39
*Dunleavy Hall

Angels in our Midst

What is it about angels that attracts so many, especially young people? Exactly who or what are these mysterious beings who turn up at the strangest times? What do angels look like? Examine these questions concerning God's bridge to humankind. Discover from a Judaic-Christian perspective the various roles of these heavenly messengers in scripture and in our lives. Inspirational stories will be shared concerning the presence of angels in society. This will be an evening that promises to lift your spirits and leave you feeling hopeful about life.

*Instructor: Monica Saltarelli, Niagara University campus minister
*Thu, Oct 14
*6-8 pm
*$19
*Dunleavy Hall

Angels in our Midst, Part II

Did the initial "Angels in our Midst" leave you wanting more? How savvy are you about the angels in the Bible? Did you know that even Jesus was affected by the angels? Come and find out how God’s message was brought forth through angels. Be ready to encounter more angels in daily living.

*Instructor: Monica Saltarelli, Niagara University campus minister
*Thu, Oct 21
*6-8 pm
*$19
*Dunleavy Hall

call to register 716.286.8181
Yoga for Beginners and Seniors
A flow class that is appropriate for those with little or no experience with yoga or those who prefer a slower pace. Demonstration of poses given. Emphasis is on alignment, breathing, building strength and balance. Finishing with deep stretching and relaxation/meditation. Intro to yogic philosophy also included. Students must bring a sticky mat. Recommended: block, strap, water, and blanket.
Instructor: Karen Abbo, RYT 200
Tue, Sep 14–Nov 9 (excl 10/12)
(8 sessions)
6–7:30 pm
$99
Dwyer Arena, Media Room

Vinyasa Yoga Level I & 2
This is an energetic 8-week class, moving with one breath per movement, flowing from posture to posture. We will be building endurance and strength as well as flexibility and concentration. Students should have a basic knowledge of Yoga asanas including Sun Salutations, etc. This is not a beginner’s class. Students must bring a sticky mat. Recommended: block, strap, water, and blanket.
Instructor: Karen Abbo, RYT 200
Thu, Sep 16–Nov 4
(8 sessions)
6–7:30 pm
$99
Dwyer Arena, Media Room

Cool Memory Tricks / Remembering Names and Faces
Don’t forget to attend this class. Memory is similar to a muscle of your body. The more you use it and exercise it, the stronger it becomes. Don’t worry about overtaxing your memory. It can’t be done! Memory is based on two important factors—OBSERVATION AND ASSOCIATION. By making a mental picture, actually seeing this association take place in your mind, you can at any time recall this knowledge. Put an end to those awkward moments when you just can’t remember someone’s name.
Entertainer: William Price
Tue, Oct 19
6–8 pm
$14
Dunleavy Hall

Math Can Be Fun?
Do you do Sudoku puzzles? Recreational mathematics is mathematics with the emphasis on fun. You don’t have to be a mathematician to enjoy mathematics. Recreational mathematics can furnish our sluggish brains with solid mental exercise. We will use a sampling of puzzles, games, and problems to experience this mental exercise.
Entertainer: William Price
Tue, Oct 26
6–8 pm
$14
Dunleavy Hall

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“Cooking with Jennifer”
Learn from one of the area’s best culinary experts, have a lot of fun, and then amaze your guests with new cooking skills. Sign up for the class that interests you most. Register today because space is very limited. We’re all watching the Food Network and cooking shows, so why not put yourself into a live hands-on class today.
All classes on Saturdays from 10-noon so you can get home early and start testing out those recipes.
Instructor: Jennifer Diez
St. Vincent’s Hall, 4th floor kitchen
Fee includes food cost

Pardon Me, But There’s a Fly in My Soup!
No flies will stand a chance to get into these soups, they will be gobbled up in an instant! Learn the basics of soup making as we prepare 3 soups that will warm your soul - so delicious you will never eat Campbell’s again!
Sat, Sep 18
$34

Cooking for “Yummies”
Learn how to cook from the very beginning! Put together an easy and delicious menu from start to finish while you learn the basic terminology and techniques to inspire you, build your confidence and get you cooking at home!
Sat, Sep 25
$34

Give Me Carbs or Give Me Death
We all LOVE pasta and the sauce that goes with it! Learn 5 delicious sauces to top our beloved carbohydrate
Sat, Oct 2
$34

Half Baked
You will see how 50% fresh ingredients and 50% prepared ingredients will save you time in the kitchen! We will prepare an entire meal with the help of some prepared ingredients right from your local market. See how delicious semi-homemade can be!
Sat, Oct 9
$34

This Ain’t Your Mama’s Meatloaf
If you are sick of the same old weekly menu-this class is for you! It is your favorite comfort food with a fun and exciting twist! Everyday dinner won’t be boring anymore!
Sat, Oct 16
$34

All the Fixins
With Thanksgiving right around the corner, we will be making a variety of side dishes to accompany your turkey! Old fashioned and new sides that are sure to impress your friends and family at the Holiday table!
Sat, Oct 30
$34

Project Management Professional® (PMP®) Certification Exam Prep Training
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Only 10 Weeks • Convenient Evening Hours & Location • 6:00 - 9:30 pm
• Fulfills required training hours for the CAPM®/PMP® credential as required by PMI®.
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Classes begin – Sept. 7 • PMP® - $995 / CAPM® - $895 for PMI® members

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Learning & Leisure

Curling for Beginners
Curling is a fascinating winter sport that provides adults with physical activity in a social setting. Curling became an official Olympic sport in 1998, is often described as shuffleboard on ice, and involves four people on a team. This course is intended for Americans and Canadians from the Niagara area, and will be taught by both American and Canadian instructors. Come out and learn the rules of the game, basic delivery and sweeping instruction, what makes a rock curl, why people sweep, and make some new friends while you’re at it. Students should wear warm, layered, loose-fitting clothing, gloves, and carry in dry sneakers. Be sure to give yourself adequate time and have appropriate identification for border crossing.
Instructors: OCA (Ontario Curling Association) Qualified and experienced curling instructors
Sat, Oct 9
9 am-1 pm
$59
Niagara Falls Curling Club Limited
5801 Morrison Street, Niagara Falls, Ontario
Canada L2G 6V1

Close-Up Magic
Get close up and learn magic tricks from one of the best in the area. Magic can be a valuable asset in social situations, business, teaching, and public speaking. Use magic to entertain friends, relatives and colleagues. This class is aimed at providing an introduction to close-up magic as a performance art. Some basic sleight-of-hand will be taught along with the fundamentals of misdirection and other important principles of magic. Materials will be furnished by the instructor. Students must be 16 years or older.
Instructor Todd Nelson, magician
Tue, Nov 9
6-9 pm
$49
Dunleavy Hall

Great Digital Photos-Digital Photography
Discover how to stop taking digital snapshots and start creating photographs with the WOW factor. Unleash your inner creativity through the basic principles of photography in simple, down-to-earth language.
Practice what you discover through the weekly photographic assignments. If you love to take pictures, bring your digital camera and find out how creative you can be.
Instructor: Chester Barosky, technology trainer, digital photographer
Sat, Oct 16-Nov 6
(4 sessions)
10am-noon
$39
Dunleavy Hall

American Business Women’s Association (ABWA)
Professional Development Speaker Series
Niagara Charter Chapter in cooperation with Niagara University Department of Continuing Education

Space is Limited!
September 15
“BE A WINNER! Online Learning/Communication Tool for Performance Success”
Kathy Kline, owner of Pearls with a Twist

October 20
“Five Keys to Greater Work/Life Balance”
Denuelle Meyer, Life and Life Purpose & Career Coach

November 17
“Negotiating for Results”
Lori E. Miller, owner Developing Professionals

Crowne Plaza Hotel,
300 Third Street, Niagara Falls NY 14303
5:30 pm Networking; 6-8pm Dinner and Professional Development Program Speaker Series

ABWA member rate:
ONLY $25 per person, per session

Non-ABWA member rate:
$45 per person per session*

Discount available for participants who join ABWA at www.abwaniagara.com, which also includes five free online courses.

Register at (716) 286-8181 or online at www.niagara.edu/ce.
Full program details and speaker bios available online.

learn more at www.niagara.edu/ce
Evening Credit Classes

Fall 2010
Classes begin August 30

www.niagara.edu/records

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- Discover over 150 evening classes that you can take to earn your degree
- Evening courses taught by full and part time faculty members who are experts in their field
- Get started on your degree or audit a class that is of interest to you
- Complete evening class cycle in Accounting and bachelor degree completion program in Nursing

Defensive Driving Course
Offers 10% discount on auto insurance. Niagara University offers defensive driving courses in association with the New York Safety Program. Completing the course entitles you to a 10 percent discount on your automobile insurance premiums in the state of New York each year for three consecutive years. The Department of Motor Vehicles will also deduct up to four points from your driving record if points were assigned in the last 18 months. Certain restrictions apply to the point reduction privilege. Niagara University urges all drivers, whether youthful, experienced, or mature, to take this six-hour defensive driving course.

Instructors: NYSP certified teachers

Saturdays
Sept 18, Oct 16, Nov 13, Dec 4
9am-3pm
$35

Dunleavy Hall, room 103
Instructor-Facilitated Online Courses

Courses start as low as $99
More than 250 online courses available
www.niagara.edu/ce

Learn More...
- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. It’s no wonder that many long-lasting friendships have formed in our lively discussion areas.

All courses run for six weeks (with a 10-day grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night.

New course sessions begin each month. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.

How to Get Started:

1. Visit our Online Instruction Center:
   www.niagara.edu/ce
   Click on the link

2. Click the Courses link, choose the department and course title you are interested in and select the Enroll Now button. Follow the instructions to enroll and pay for your course. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.

3. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

learn more at www.niagara.edu/ce
**Accounting**

**Accounting Fundamentals**
Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

**Introduction to Microsoft Excel 2007**
Work with numbers? You need to know Excel. Learn the secrets of this powerful application.

**Introduction to QuickBooks 2010**
Learn how to quickly and efficiently gain control over the financial aspects of your business.

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**Adobe Courses**

**Design Projects for Adobe Illustrator CS2**
Practice while you learn the fundamentals of Adobe Illustrator CS2 with useful design projects.

**Discover Digital Photography**
An informative introduction to the fascinating world of digital photography equipment.

**Introduction to Flash 8**
Learn how to create exciting interactive animations from a working Flash designer and author.

**Introduction to InDesign CS3**
In this Adobe InDesign CS3 class, you’ll get hands-on desktop publishing training and come away knowing how to use this popular page layout software to design and create professional quality letterhead, business cards, brochures, PDF files that play movies, and more.

**Photoshop Elements 8 for the Digital Photographer II**
If you already know the basics of Photoshop Elements 8, it’s time to learn the advanced features!

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**Arts**

**Music Made Easy**
Learn the fundamentals of music theory. Be able to read, write, and play simple music.

**Pleasures of Poetry**
This course will help you create your best possible work, whether you’re looking to be published or simply wish to craft beautiful poems for friends.

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**Basic Computer Literacy**

**Web 2.0: Blogs, Wikis, and Podcasts**
In this course, you’ll join the Web 2.0 world as you learn how to create and maintain your own blog, wiki, and podcast.

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**Business Communication and Leadership**

**Get Paid to Travel**
Learn everything you need to start your new and exciting career as a professional tour director.

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**Certificate Prep**

**Basic CompTIA A+ Certification Prep**
Prepare for the CompTIA A+ exam and begin a rewarding career in the fast-growing PC repair field (course 1 of 3).

---

**Children, Parents and Family**

**Secrets of Better Photography**
Explore strategies and learn a variety of tricks to create excellent photographs in all types of situations.

**Going Green at Home**
Step into a green lifestyle as you discover simple, cost-effective ways to make your home environmentally friendly.

**Write Your Life Story**
Learn how to create and distribute an inspirational and professional autobiography for family, friends, and others.

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**Classroom Computing**

**Creating a Classroom Web Site**
Learn how to create a classroom Web site and how having one can make you a more effective and dynamic teacher.
Online Courses

Computer Programming

Introduction to Visual Basic 2008
Learn to create Windows applications using the popular and easy-to-master Visual Basic 2008.

Creative Writing

Forensic Science for Writers
Learn the secrets behind forensic science and add new characters, depth, and marketability to your fiction.

Write Fiction Like a Pro
A Hollywood writer and author teaches you how professional writers use story outlines to structure any type of story.

Digital Photography

Photoshop Elements 8 for the Digital Photographer II
If you already know the basics of Photoshop Elements 8, it’s time to learn the advanced features!

Travel Photography for the Digital Photographer
Learn the tricks and techniques digital photographers need to capture scenes from around the world and bring them home.

Family

Genealogy Basics
Learn where to look, who to contact, and how to use research tools to begin an exciting and fascinating exploration of your roots.

Finance and Personal Wealth

Introduction to Stock Options
Learn how stock options can protect your portfolio and help you profit in any type of market.

Grant Writing

Get Grants!
Learn how to develop successful, fundable grants from experts in the field.

Grant Writing and Nonprofit

Wow, What a Great Event!
Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner.

Health and Wellness

Luscious, Low-Fat, Lightning-Quick Meals
Join a registered dietitian and discover how easy it can be to prepare meals that are both delicious and nutritious!

Outdoor Survival Techniques
Learn the essential skills you will need to survive in a remote or stranded condition.

Health Care

HIPAA Compliance
Learn how to comply with the duties, rights, and responsibilities of HIPAA.

Introduction to Natural Health and Healing
Learn how to promote wellness, balance, and health in all aspects of your daily life.

Internet and Business

Learn to Buy and Sell on eBay
Auction pros teach you how to work from home or earn extra income by buying and selling goods online.

Languages

Beginning Conversational French
Discover how easy it can be to learn common words and phrases for both leisure and business.

Instant Italian
Learn Italian from the comfort of your home in this fun and enjoyable online course.

Speed Spanish
Learn six easy recipes to glue Spanish words together into sentences, and you’ll be engaging in conversational Spanish in no time.
Learn a New Skill

Homeschool With Success
Discover how to homeschool your children in a way that ensures they get what they need both academically and socially.

Microsoft Applications

Introduction to Windows Vista
Learn the important basic skills and concepts you need to take control of your Windows Vista PC.

Microsoft Courses

Introduction to Microsoft Word 2003
Learn how to create and modify documents with the world’s most popular word processor.

Multimedia Courses

Making Movies with Windows Vista
Learn how to create fun, professional-quality movies using Windows Vista.

Other Computer Courses

Performing Payroll in QuickBooks 2009
Learn to use QuickBooks 2009 to create paychecks, pay tax liabilities, and produce dazzling payroll reports.

Personal Excellence

Get Funny!
Learn how to use humor to speak more effectively, write better, and increase your popularity.

Get Paid to Travel
Learn everything you need to start your new and exciting career as a professional tour director.

Sales and Marketing

Effective Selling
Learn the secret to converting a potential customer into a long-term asset. Find out how to lay the groundwork for repeat business and your future success.

Achieving Top Search Engine Positions
Learn proven, step-by-step strategies to achieve the highest possible position with the major search engines.

Test Prep

Praxis I Preparation
Develop the knowledge and skills you need to pass the Praxis I Exam as you review and prepare for everything the test includes.

LSAT Preparation - Part 1
Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills (course 1 of 2).

Writing

Write and Publish Your Nonfiction Book
Become a professional author or advance your career by learning to write, edit, and publish nonfiction books of all types.

How to Get Started:

1. Visit our Online Instruction Center:
   www.niagara.edu/ce
   Click on the link

2. Click the Courses link, choose the department and course title you are interested in and select the Enroll Now button. Follow the instructions to enroll and pay for your course. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.

3. When your course starts, return to our Online Instruction Center and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

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Career Training Programs

Prepare for employment in some of today’s hottest careers with a comprehensive, affordable, and self paced online Career Program. You can begin these Programs at any time and learn at your own pace. Upon successful completion of all required coursework, you will receive a Certificate of Completion.

Features:
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- Career Counselors will help you prepare for the transition from the classroom to the workplace

Programs are available in the following areas:
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- Healthcare and Fitness
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial
- IT and Software Development
- Courses are all open-enrollment and self paced
- All materials, workbooks, and software are included
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Pharmacy Technician
This nationally recognized Pharmacy Technician online course and training program teaches the skills needed to gain employment as a Pharmacy Tech in either the hospital or retail setting.

Medical Coding and Billing
Upon successful completion of the Medical Billing and Coding course, students will be prepared for an entry-level position doing medical billing or coding in a medical office setting.

Medical Transcription
This nationally recognized medical transcription online course and training program prepares you to start a new career as a medical transcriptionist.

Six Sigma Black Belt
Course material provides an in-depth look at the Six Sigma Black Belt DMAIC problem-solving methodology, as well as deployment and project development approaches.

Project Management
This program will provide you with a solid introduction to the understanding of project management and help you comply with the minimum 35 hours of training as required by the Project Management Institute (PMI) before you take the Project Management Professional (PM) exam.

AutoCAD
Learn the skills needed to create and edit simple drawings and gradually introduce more advanced AutoCAD skills.

MORE COURSES AVAILABLE AT OUR WEBSITE WWW.NIAGARA.EDU/CE

learn more at www.niagara.edu/ce
Registration Information

Eligibility | Fees | Emergency Closing | Parking

Enrollment is open to everyone 18 years of age or older unless otherwise indicated.

The total fee as listed in the course description must accompany all enrollments. Additional charges for lab fees, materials or textbooks are required for some courses. These fees are not payable at the time of enrollment.

Special closings due to inclement weather will be announced on local radio stations. You will be notified by telephone of emergency cancellations that are not weather related. Your instructor will review the class schedule and makeup sessions with you.

Campus Safety requires that all vehicles have a parking pass. Parking is available in campus lots for free if you park in student spots (yellow). Visitors/students should obtain a temporary parking pass at Campus Safety located across from the Dwyer Arena. A campus map is available online at www.niagara.edu/campus and please contact Campus Safety at 716-286-8111.

We realize that last-minute babysitting problems can occur. Unfortunately, we cannot allow children to accompany their parents to class (except where indicated in the course description). Thank you for your cooperation.

### Course Registration Form

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<th>Start Date</th>
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**Method of Payment**

- [ ] check
- [ ] money order
- [ ] I hereby authorize use of my [ ] Visa   [ ] MasterCard   [ ] Discover

**CARD NO.** (include CVV code)  **EXP DATE**  **Course Fee Total**

**Signature**

- I have read the transfer/credit/refund policy. (Please initial and return with your registration.)

**Student Info**

- **NAME**
- **ADDRESS**
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